



# COUNTY OF LOS ANGELES

## DEPARTMENT OF PUBLIC WORKS

*"To Enrich Lives Through Effective and Caring Service"*

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ALHAMBRA, CALIFORNIA 91803-1331  
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IN REPLY PLEASE

REFER TO FILE: **PJ-1**

October 28, 2004

The Honorable Board of Supervisors  
County of Los Angeles  
383 Kenneth Hahn Hall of Administration  
500 West Temple Street  
Los Angeles, CA 90012

Dear Supervisors:

**LOMA ALTA COUNTY PARK  
GYMNASIUM AND GENERAL PARK IMPROVEMENT PROJECT  
APPROVE MITIGATED NEGATIVE DECLARATION  
ADOPT MITIGATION MONITORING AND REPORTING PROGRAM  
ADOPT AND ADVERTISE  
SPECS. 5396; C.P. 68961  
SUPERVISORIAL DISTRICT 5  
3 VOTES**

**JOINT RECOMMENDATION WITH THE CHIEF ADMINISTRATIVE OFFICER AND  
THE INTERIM DIRECTOR OF PARKS AND RECREATION THAT YOUR BOARD:**

1. Approve the Mitigated Negative Declaration (Enclosure C) for the Loma Alta County Park Gymnasium and General Park Improvement Project together with the comments received during the public review process, find that the project will not have a significant effect on the environment, and that the Mitigated Negative Declaration reflects the independent judgment of the County.
2. Adopt the Mitigation Monitoring and Reporting Program (Section 8 of Enclosure C) to ensure compliance with the project conditions as contained in the Mitigated Negative Declaration and to mitigate or avoid environmental effects.

3. Find that the project will have no adverse effect on wildlife resources and authorize Public Works to complete and file a certificate of fee exemption for the project.
4. Adopt plans and specifications for construction of the Loma Alta County Park Gymnasium and General Park Improvement Project at an estimated construction cost of \$3,332,680 funded by the Safe Neighborhood Park Propositions of 1992 and 1996, Park In-Lieu Fees Park Planning Area 40, Community Facilities District 7 Bond Funds, and State Proposition 12 Funds, and instruct the Executive Officer to advertise for bids to be received and opened on December 14, 2004, in accordance with the "Instruction Sheet for Publishing Legal Advertisements" (Enclosure B).
5. Authorize the Interim Director of Public Works to execute a consultant services agreement with the apparent lowest responsible bidder to prepare a baseline construction schedule for a not to exceed fee of \$5,100 funded by existing project funds.

#### **PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION**

The recommended actions will allow Public Works to solicit construction bids for the Loma Alta County Park Gymnasium and General Park Improvement Project.

The project consists of constructing an approximately 13,500-square-foot gymnasium and community center facility with a multi-purpose room; class room; lobby area; restrooms; kitchen; and storage, custodial and utility rooms. In addition, the project includes demolition of the existing recreation building; renovation and expansion of two parking lots and construction of one new parking lot; and construction of various site improvements, including new walkways, security lighting, and landscaping and irrigation improvements.

The proposed agreement requires the apparent lowest responsible bidder to prepare a baseline construction schedule that conforms to the County's schedule specification which is critical to successfully managing construction activities by both the contractor and the County. Bid specifications provide that if the apparent lowest bidder fails to complete an acceptable schedule, the Director may return to your Board to recommend that the bidder be determined nonresponsible and recommend awarding the construction contract to the next lowest bidder, contingent on that bidder completing a baseline schedule that conforms to the County's specifications.

### **Implementation of Strategic Plan Goals**

These actions are consistent with the County's Strategic Plan Goals of Fiscal Responsibility and Children and Families Well-Being as the project is an investment in public infrastructure and will provide enhanced recreational opportunities that will assure good health, education and workforce readiness, and social and emotional well-being for children and families.

### **FISCAL IMPACT/FINANCING**

Your Board previously approved a base construction budget of \$3,332,680. The total project cost previously approved by your Board, including plans and specifications, plan check, construction, at-risk youth employment, equipment/utility connection fees, consultant services, miscellaneous expenditures, and County services, was estimated at \$5,082,074.

The project is currently funded from the Safe Neighborhood Park Propositions of 1992 and 1996 (\$3,020,244), Park In-Lieu Fees from Park Planning Area 40 (\$408,821), Community Facilities District 7 Bond Funds (\$353,009), and Safe Neighborhood Parks, Clean Water, Clean Air, and Coastal Protection Bond Act of 2000 (State Proposition 12) Funds (\$1,300,000). An application for State Proposition 12 funds has been submitted to the State for approval.

In light of the rising construction costs currently being experienced throughout the construction industry, Public Works obtained an independent cost estimate which predicted a construction cost of \$4,407,000. This would increase the overall project budget to \$6,445,715.

Based on the potential for increased project costs beyond the available funding and the volatility of the current construction market, we are recommending that your Board proceed with obtaining bids for construction and defer any adjustments to the project budget until the bid process has been completed. At that time, we will return to your Board with final recommendations regarding the project scope, funding, and contract award.

### **Operating Budget Impact**

Operating cost estimates are being developed by the Chief Administrative Office and Parks and Recreation. We will return to your Board with an estimate of the appropriate operating requirements and available funding at the time of award of the construction contract.

Based on the current project schedule, one-time start up costs would likely be incurred in Fiscal Year 2005-06 and ongoing operating costs would begin in Fiscal Year 2006-07.

### **FACTS AND PROVISIONS/LEGAL REQUIREMENTS**

The project schedule has been extended to allow community input during the design phase, and to revise the plans based on the community input and jurisdictional review comments.

A standard construction contract, in the form previously approved by County Counsel, will be used. The standard Board-directed clauses that provide for contract termination, renegotiation, and hiring qualified displaced County employees will be included in the contract.

The project specifications contain provisions requiring the contractor to report solicitations of improper consideration by County employees and allowing the County to terminate the contract if it is found that the contractor offered or gave improper consideration to County employees.

As requested by your Board on August 12, 1997, and as a threshold requirement for consideration of contract award, bidders will be required to attest their willingness to consider Greater Avenues for Independence Program/General Relief Opportunity for Work participants for future employment.

As required by your Board, language has been incorporated into the project specifications stating that the contractor shall notify its employees, and shall require each subcontractor to notify its employees, about Board Policy 5.135, the Safely Surrendered Baby Law, and that they may be eligible for the Federal Earned Income Credit under the Federal income tax laws.

Bidders will also be required to show full compliance with Los Angeles County Code Chapter 2.200 (Child Support Compliance Program) and Chapter 2.203 (Contractor Employee Jury Services Program).

To ensure that the contract is awarded to a responsible contractor with a satisfactory history of performance, bidders are required to report violations of the False Claims Act, their civil litigation history, and information regarding prior criminal convictions. The information reported will be considered before making a recommendation to award.

Under the provisions of the County of Los Angeles Regional Park and Open Space District policy, your Board must adopt a Youth Employment Plan for each project that is funded, in whole or in part, by the Safe Neighborhood Parks Propositions of 1992 and 1996. At-risk youth were previously employed on the project to repair landscaping damaged by geological testing. Parks and Recreation is preparing the Youth Employment Plan to reflect the previously completed work and it will be brought to your Board for approval when we return for award of the construction contract.

### **ENVIRONMENTAL DOCUMENTATION**

As required by the California Environmental Quality Act, a draft Mitigated Negative Declaration was prepared for this project and circulated for agency and public review on August 9, 2004, for a period of 30 days. During the public review period, five written responses were received from the following public agencies: The Governor's Office of Planning and Research (State Clearinghouse), Department of Toxic Substances Control, Southern California Association of Governments, County Sanitation Districts, and County Fire Department. In addition, two e-mail's were received from a private citizen. Comments received during the review period, responses to the comments, and the clarifications and revisions are contained in the final Mitigated Negative Declaration (Enclosure C). The proposed Mitigation Monitoring and Reporting Program (Section 8 of Enclosure C) was also prepared to ensure compliance with the environmental mitigation measures included as part of the final Mitigated Negative Declaration relative to biological resources, cultural resources, geology and soils, hazards and hazardous materials, noise, public services, and utilities and service systems. The recommended measures to mitigate the environmental impacts will be incorporated into the construction bid documents. Based on the final Mitigated Negative Declaration, comments, clarifications, and revisions received, it has been determined that the project will not have a significant effect on the environment.

A fee must be paid to the State Department of Fish and Game when certain notices required by CEQA are filed with the County Clerk. The County is exempt from paying

this fee if your Board finds that a project will have no impact on wildlife resources. The Initial Study of Environmental Factors concludes that there will be no adverse effects on wildlife resources. Therefore, it is recommended that your Board find that the project will have no adverse effect on wildlife resources and authorize Public Works to complete and file a Certificate of Fee Exemption for the project.

### **CONTRACTING PROCESS**

On November 10, 1998, the Board awarded an agreement to Carde Ten for the Jackie Robinson, Pamela, and Loma Alta Park Gymnasium and General Park Improvement Projects for a not to exceed fee of \$334,453, including \$116,429 for Jackie Robinson Park, \$106,125 for Pamela Park, and \$111,899 for Loma Alta Park. Since that time, four supplemental agreements have been executed, increasing the total contract value by \$338,102, including \$18,270 for Jackie Robinson and \$319,832 for Loma Alta, for a current total contract amount of \$672,555.

Advertising for bids will be in accordance with the County's standard "Instruction Sheet for Publishing Legal Advertisements" (Enclosure B). Following receipt of bids scheduled for December 14, 2004, we will return to your Board for construction contract award.

As requested by your Board on February 3, 1998, this contract opportunity will be listed on the "Doing Business with Us" website.

Participation by Community Business Enterprises in the project is encouraged through Public Works' Capital Projects' CBE Outreach Program and by monitoring the good faith efforts of bidders to utilize CBE.

### **IMPACT ON CURRENT SERVICES (OR PROJECTS)**

The park will remain open during the 16-month construction duration scheduled to begin in March 2005. The recreational building is used for year-round recreational programs. Therefore, the new gymnasium and community center facility shall be completed and ready for occupancy prior to demolition of the recreational building.

Upon completion of the project, the addition of the gymnasium and community center facility will accommodate an increase in programs for youth, adults, and seniors. New programs will include computer classes in the classroom; a variety of indoor sports activities, including basketball, volleyball, and badminton; other fitness activities including aerobics exercise and fitness classes; and community events.

The Honorable Board of Supervisors  
October 28, 2004  
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**CONCLUSION**

Please return one adopted copy of this letter to the Chief Administrative Office (Capital Projects Division), Parks and Recreation, and Public Works.

Respectfully submitted,

DONALD L. WOLFE  
Interim Director of Public Works

DAVID E. JANSSEN  
Chief Administrative Officer

RUSS GUINEY  
Interim Director of Parks and Recreation

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cc: County Counsel  
Department of Public Social Services (GAIN/GROW Program)  
Office of Affirmative Action Compliance

October 28, 2004

**ENCLOSURE A**

**LOMA ALTA COUNTY PARK  
GYMNASIUM AND GENERAL PARK IMPROVEMENT PROJECT  
APPROVE MITIGATED NEGATIVE DECLARATION  
ADOPT MITIGATION MONITORING AND REPORTING PROGRAM  
ADOPT AND ADVERTISE  
SPECS. 5396; C.P. 68961**

**I. PROJECT SCHEDULE**

<b>Project Activity</b>	<b>Scheduled Completion Date</b>	<b>Revised Completion Date</b>
Award Design Contract	11/10/98	11/10/98*
Execute Design Contract	11/25/98	11/17/98*
Schematic Design	04/09/03	07/29/03*
Design Development	06/29/03	11/24/03*
Construction Documents	11/12/03	03/02/04*
Jurisdictional Approvals	01/21/04	10/07/04*
Construction Award	05/04/04	02/15/05
Construction Start	05/26/04	03/14/05
Substantial Completion	05/25/05	07/11/06
Final Acceptance	08/23/05	09/24/06

\* Actual completion date



## II. PROJECT BUDGET SUMMARY

Budget Category	Board Approved Project Budget	Delegated Authority Revised Budget	Independent Cost Estimate
Plans and Specifications			
Basic Design Services	\$ 230,006	\$ 240,321	\$ 240,321
Construction Administration	84,141	84,141	84,141
Additional Consultant Services	71,776	71,776	71,776
A/E Additional/Reimbursable Services	<u>25,808</u>	<u>35,493</u>	<u>35,493</u>
Total A/E Contract	\$ 411,731	\$ 431,731	\$ 431,731
Plan Check	\$ 46,120	\$ 46,120	\$ 46,120
Construction			
Construction Contract	\$ 3,332,680	\$ 3,332,680	\$ 4,407,000
Change Order Contingency	299,941	299,941	440,700
Youth Employment*	<u>18,425</u>	<u>18,425</u>	<u>18,425</u>
Total Construction	\$ 3,651,046	\$ 3,651,046	\$ 4,866,125
Equipment/Utility Connection Fee	\$ 35,000	\$ 35,000	\$ 35,000
Consultant Services	\$ 155,416	\$ 135,416	\$ 183,846
Miscellaneous Expenditures	\$ 15,000	\$ 15,000	\$ 15,000
County Services	\$ 692,761	\$ 692,761	\$ 792,893
<b>SUBTOTAL</b>	\$ 5,007,074	\$ 5,007,074	\$ 6,370,715
Equestrian Area Improvements**	\$ 75,000	\$ 75,000	\$ 75,000
<b>TOTAL</b>	\$ 5,082,074	\$ 5,082,074	\$ 6,445,715

\* Includes youth labor, materials, and supervision for work previously completed.

\*\* Equestrian area improvements completed as a separate project.

October 28, 2004

**ENCLOSURE B**

**LOMA ALTA COUNTY PARK  
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PUBLISHING LEGAL ADVERTISEMENTS: In accordance with the State of California Public Contract Code Section 20125, you may publish once a week for two weeks in a weekly newspaper, or ten times in a daily newspaper. Forward three reprints of this advertisement to Architectural Engineering Division, Department of Public Works, 900 South Fremont Avenue, Eighth Floor, Alhambra, California 91803-1331.

**OFFICIAL NOTICE  
INVITING BIDS**

Notice is hereby given that the Director of Public Works will receive sealed bids for furnishing all materials, labor, and equipment required to complete construction for the following work:

<b><u>SD</u></b>	<b><u>SPECS</u></b>	<b><u>PROJECT</u></b>	<b><u>BID DOC. FEE</u></b>	<b><u>DATE OF BID OPENING</u></b>
5	5396	Loma Alta County Park Gymnasium and General Park Improvement 3330 North Lincoln Avenue Altadena, CA 91001	\$50	12/14/04

Copies of the project manual and drawings may be obtained at the Cashier's Office, Department of Public Works, Mezzanine, 900 South Fremont Avenue, Alhambra, California 91803, for the fee stated above. For bid information, please contact Mr. David Asato of Architectural Engineering Division at (626) 458-2586. Each bid shall be submitted on the required form, sealed, and filed at the Cashier's Office before 10:45 a.m. on the date indicated. Bids will be publicly opened, examined, and declared by Public Works at 11:00 a.m. on this date in the Main Conference Room, Fifth Floor, 900 South Fremont Avenue, Alhambra, California 91803.

Bids must conform to the drawings and project manual and all bidding requirements. This project requires the prime contractor to possess a "B" license classification at the time of bid. The contractor should verify to his/her satisfaction that he/she holds the correct license for this type of project.

### **PRE-BID CONFERENCE**

Public Works will hold a pre-bid conference at 10:00 a.m., on Tuesday, November 30, 2004, at the project site located at 3330 North Lincoln Avenue, Altadena, California 91001, to provide information on the project, bidding process, and address any questions that potential bidders may have. For further directions, please contact Mr. David Asato with the Department of Public Works at (626) 458-2586.

### **OTHER INSTRUCTIONS**

The County supports and encourages equal opportunity contracting. The contractor shall make good faith efforts, as defined in Section 2000 of the Public Contract Code to contract with Community Business Enterprises.

The Board of Supervisors reserves the right to reject any or all bids or to waive technical errors and discrepancies in bids submitted in the public's interest.

Si necesita información en Español, por favor llame al Telefono (626) 458-2563.



Upon 72 hours notice, Public Works can provide program information and publications in alternate formats or make other accommodations for people with disabilities. In addition, program documents are available at our main office in Alhambra (900 South Fremont Avenue), which is accessible to individuals with disabilities. To request accommodations ONLY, or for more ADA information, please contact our departmental ADA Coordinator at (626) 458-4081 or TDD (626) 282-7829, Monday through Thursday, from 7:00 a.m. to 5:30 p.m.



Con 72 horas de noticia, el Departamento puede proveerle información y publicaciones sobre el programa y formatos alternativos o hacer adaptaciones para incapacitados. Además, documentación sobre el programa está disponible en nuestra oficina principal en Alhambra (900 South Fremont Avenue), la cual es accesible para individuos con incapacidades. Para solicitar adaptaciones SOLAMENTE, o para mas información del ADA, pongase en contacto con nuestro Coordinador del ADA del departamento al (626) 458-4081 o TDD (626) 282-7829, de lunes a jueves de las 7:00 a.m. a 5:30 p.m.

Enclosure B  
October 28, 2004  
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By order of the Board of Supervisors of the County of Los Angeles, State of California,  
dated November 9, 2004.

Specs. 5396

VIOLET VARONA-LUKENS, EXECUTIVE OFFICER  
OF THE BOARD OF SUPERVISORS  
OF THE COUNTY OF LOS ANGELES

October 28, 2004

**ENCLOSURE C**

**LOMA ALTA COUNTY PARK  
GYMNASIUM AND GENERAL PARK IMPROVEMENT PROJECT  
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**MITIGATED NEGATIVE DECLARATION**